



European Union
European Social Fund
Investing in jobs and skills

2007-2013 Action Note

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ESF 94-99 Programme – Retention Dates

Who

Managing Authority, ESF Co-financing Organisations (CFO), ESF non-Co-financing Organisations (non-CFO), Innovation and Transnationality Mainstreaming projects, ITM Unit, European Secretariat Government of Gibraltar, London Intermediate Body, Audit Authority, and DG Emploi.

What

This action note confirms the destruction date for documents relating to the ESF programming period 1994-1999.

Cleared

Ian Chapman

Head of the Managing Authority

Background

1. As many ESF partners and providers are aware the retention of documents rules for structural funds are stringent and require providers to keep documents for a considerable amount of time.
2. Partners and providers will be pleased to know that the final destruction date for documentation relating to the English ESF programme covering the 1994-1999 programming period has now been reached.

Action

3. All documentation (hard copy and electronic) relating to any ESF programmes delivered in 1994 to 1999 can be removed from storage and destroyed.
4. For complete clarity this does not apply to ESF delivered in the 2000-2006 period. If you are unsure please contact the author of this note.

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